



POINTS

OF

INTEREST

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Good Spirits

MAY 2014

May is National Physical Fitness Month

People of all ages and body types can benefit from regular physical activity. May is National Physical Fitness Month it is a great time to spread the word about the benefits of getting active.

Here are just a few benefits of physical activity:

Children and adolescents – Physical activity can improve muscular fitness and bone and heart health.

Adults – Physical activity can lower risk for heart disease, type 2 diabetes, and some types of cancer.

Older adults – Physical activity can lower the risk of falls and improve cognitive functioning (like learning and judgment skills).

Communities, health professionals, and families can work together to create opportunities for everyone to get more physical activity. Make a difference: Spread the word about fun ways to get moving!



How can National Physical Fitness Month make a difference?

We can use this month to raise awareness about the benefits of physical activity.

Here are just a few ideas:

Encourage families to make small changes, like taking a walk after dinner or going for a bike ride.

Motivate teachers and administrators to make physical activity a part of every student's day.

Identify youth leaders in the community who can talk to their peers about the importance of being active

During the month of May, we challenge you to get 30 minutes of physical activity every day.

Did you know that regular physical activity increases your chances of living a longer, healthier life? It also reduces your risk for high blood pressure, heart disease, and some types of cancer. **Yet in Alabama nearly 30% don't get the recommended amount of physical activity.**

The Physical Activity Guidelines for Americans recommend that adults: Aim for 2 hours and 30 minutes of moderate aerobic activity each week. Moderate activity includes things like walking fast, dancing, swimming, and raking leaves.

Do muscle-strengthening activities – like lifting weights and using exercises bands – at least 2 days a week.

Physical activity is for everyone. No matter what shape you are in, you can find activities that work for you. Together, we can rise to the challenge and get more active during the month of May!

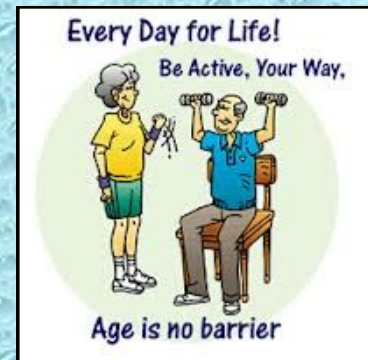


The *Physical Activity Guidelines for Americans* describes the major research findings on the health benefits of physical activity:

Regular physical activity reduces the risk of many adverse health outcomes.

Some physical activity is better than none.

For most health outcomes, additional benefits occur as the amount of physical activity increases through higher intensity, greater frequency, and/or longer duration.



Most health benefits occur with at least 150 minutes (2 hours and 30 minutes) a week of moderate intensity physical activity, such as brisk walking. Additional benefits occur with more physical activity.

Both aerobic (endurance) and muscle-strengthening (resistance) physical activity are beneficial.

Health benefits occur for children and adolescents, young and middle-aged adults, older adults, and those in every studied racial and ethnic group.

The health benefits of physical activity occur for people with disabilities.

The benefits of physical activity far outweigh the possibility of adverse outcomes.



Exercise Safety Tips for Beginners



Congratulations! You've made the decision to incorporate regular exercise into your healthy lifestyle, and take advantage of the numerous benefits. Smart move!

But like many good things, exercise can also be risky—especially if it's been a while since you've worked up a sweat, or if you have any health conditions (including obesity) that could increase your risk of injury. So, it's important to know how to keep yourself safe, and avoid potential problems before they happen. The following information should help you do exactly that.

Before You Start: Safety Precautions:

If you are planning to increase your physical activity or start an exercise program, you start with a sedentary activity—answering a few short questions, that is. The PAR-Q (Physical Activity Readiness Questionnaire) is the gold standard in fitness safety, used by doctors, trainers and health clubs the world over. Usually comprised of 5-7 questions, it can help rule out any underlying health concerns that could worsen with exercise. Answer yes or no to the following questions.

Has your doctor ever said that you have a heart condition *and* that you should only do physical activity recommended by a doctor?

Do you feel pain in your chest when you do physical activity?

In the past month, have you had chest pain when you were not doing physical activity?

Do you lose your balance because of dizziness or do you ever lose consciousness?

Do you have a bone or joint problem (for example, back, knee, or hip) that could be made worse by a change in your physical activity?

Is your doctor currently prescribing drugs (for example, water pills) for your blood pressure or heart condition?

Do you know of any other reason why you should not do physical activity?

If you answer YES to *any* of the questions on this list, you must check in with your doctor and get cleared for exercise before you start.

Likewise, if you have any chronic medical conditions (such as diabetes, high blood pressure, or arthritis) or risk factors (such as smoking or being more than 20 pounds overweight), and have not discussed exercising with your doctor, you should do so before beginning. Exercise is often an important part of the treatment for such conditions, but you may have some limitations or special needs that your doctor can tell you about.

And always remember the golden rule of exercise safety: start *slowly*, and build up the intensity and duration of your exercise *gradually*. Trying to make up for lost time, or go from couch potato to exercise maven overnight, is a prescription for problems.





Getting Started: The Right Gear:

Many injuries and setbacks occur because people don't take the time to get themselves well-equipped for their exercise.

Make sure you:

Wear shoes that fit well and are capable of providing the right kind of support for your activity and body type. If you're a runner or walker, get your feet and gait analyzed, and get the right type of shoe for you—this service is usually provided free by stores that specialize in running shoes.

Wear appropriate exercise clothing. Fabrics that absorb sweat and remove it from your skin are best; loose-fitting, light weight cotton is also fine. Women should wear supportive sports bras.

But no one should EVER wear rubber or plastic suits or belts—these prevent your body from dissipating heat properly and can lead to serious health risks from overheating and dehydration.

Use protective gear: helmets for biking or high-contact sports; knee and elbow pads for skating; reflective clothing and/or lights for evening exercise; sunglasses, sunscreen, and hats for outdoor exercise.

Avoid things like ankle and wrist weights. They can alter your normal movement patterns and increase the risk of injury. If you must add weight to your workout, a weighted vest helps distribute weight more evenly and allows you to move more freely and normally than weights attached to your extremities.

When to Stop: Warning Signs

A certain amount of discomfort during exercise is normal and inevitable—after all, you are challenging your body to do more than it is accustomed to. And you can expect to have some sore muscles after a vigorous workout; often the soreness doesn't show up until a day or two later, especially with strength training.

But pain and other symptoms that occur *during* exercise can be warning signs that something is wrong. You should stop exercising right away if you:

Have pain or pressure in the left or middle part of your chest, or in the left side of your neck, left shoulder or left arm

Feel dizzy or sick

Break out in a cold sweat

Have muscle cramps

Feel sharp pain in your joints, feet, ankles, or bones

Notice that your heart starts racing or beating irregularly

If you start to experience these problems during high intensity aerobic exercise, it is best to immediately slow down. Allow your heart rate to drop gradually before stopping completely, since an abrupt stop can cause problems with blood circulation and fainting. However, in cases of severe and sudden pain, stop immediately, seek help, and follow up with your doctor.

Know Your Limits & Your Needs:

A big part of exercise safety is prevention. Just as your car will run better when you service it regularly, your body will protect itself from injury when you give it the food, water, rest, and attention it needs to operate at its best.

**DETERMINATION TODAY
LEADS TO SUCCESS TOMORROW**

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June 2

Tina Kirby, Store #9
Oliver Moten, Information Technology

June 4

Herb Lundy, Enforcement
Diane Quates, Store #25
Bettye Parsley, District #9 Supervisor

Katrina Woodfin, Store #27

June 6

Hope Craig, Store #75
Teri Gwathney, Store #121

June 7

Larry Butler, Warehouse
Summer Childers, Enforcement
Steve Brooks, Store #118
Deborah Dreibelbis, Store #7
John Pickron, Store #139
Casandra Carter, Store #153
Jerry Mitchell, Store #225
Dawn Patterson, Store #225

June 8

Carolyn Carter, Accounting
Colin Patterson, Store #1

June 9

Cora Davis Moody, Store #116



June 10

Nan Hahn, Personnel
Gyvonna Jones, Store #17
David Greene, Store #150

June 11

Minyon Hill, Information Technology

June 12

Christopher Harvey, Warehouse
Alan Robbins, Enforcement
James Spears, Enforcement
Elissa Hardy, Store #85

June 14

David Crisler, Enforcement
Rodney Lasseter, Supervisor D#7
Sharon Hays, Store 105

June 15

Michael Smith, Warehouse
Veronica McGadney, Store #93
Jennifer Jones, Audit Division

June 16

Corey Rogers, Enforcement

June 17

Brad Watson, Enforcement

Jasime Sawyer, Store #111

Trish Montgomery, District #12 Supervisor

June 19

Tom Disario, Store #182

Lillian Dotson, Floater D#6

June 20

Rickeisha Robinson, Enforcement

Larry Lewis, Store #179

Samuel Jarrett, Information Technology

June 21

Cametria Scott, Store #52

June 23

Bobby Lykes, Warehouse

Morrie Lynn, Store #51

June 24

Katina Nye, Store #21

Tondrea Young, Floater D#6

Julie Norris, Store #153



June 25

Lynn Golsan, Store #59

June 26

Lance Leonard, Warehouse

Sherri Long, Store #67

Fran Taylor, Store #42

June 27

Vonsiliviaer Jackson, Store #17

Brenda Jones, Store #48

June 28

Pam Vojnovski, Accounting

Tiffany Williams, Enforcement

Gerald Owens, Store #86

Carolyn Beran, Store #61

June 29

Gail Birge, Store #137

June 30

Bixler Vaughan, Store #65

April 21

Hanna Felicia, Store #100

May 11,

Sarah Lynaum, Store #84

Jodie Townsend, Store #68

May 16

Alex Fox, Store #46

May 19,

Leticia Dearmon, Store #65

May 21

Charlotte Edmonds on, Store #46

Congratulations on your Retirement:

Gary Larison, Manager Store #67

Starla Thomas, Manager Store #141

James Phillips, Sales Associate Store #193

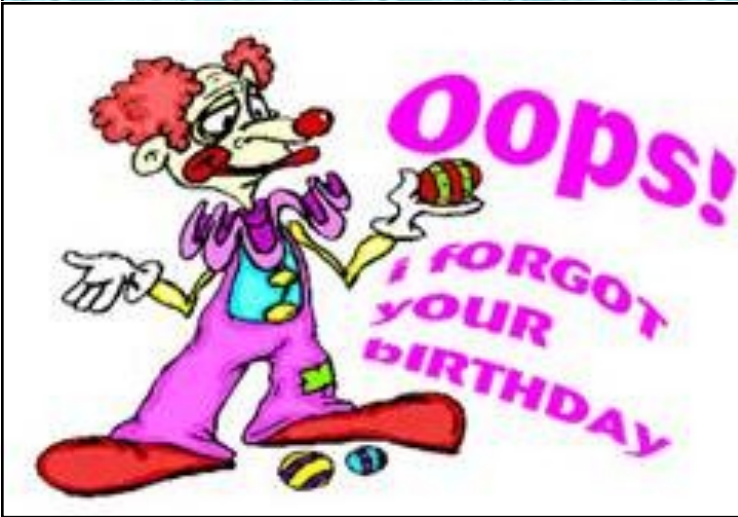
Green Fountain, Enforcement

Fred Morrow, Enforcement



Starla Thomas, Manager Store #141 retired
with 25 years of service on April 1, 2014.

Congratulations Starla on your retirement!



Welcome New Employees!

Welcome to the ABC Board

Rolina Warren, Sales Associate Store #84

Lori Moore, Sales Associate Store #61

Katrina Nye, Sales Associate Store #21

Jena Stringer, Sales Associate Store #132

Brandon Thomas, Sales Associate Store #31

Robert Fryling, Sales Associate Store #110

Lee Abbett, Sales Associate Store #87

Darrius Turner, Sales Associate Store #226

Kashawndra Cannon, Sales Associate Store #31

Wendell Ellis, Sales Associate Store #4

Congratulations on your promotion:

Donna Spraggins, Manager I—Store #64

Monica Turner, Manager I—Store #141

Charlotte Edmondson, Manager I—Store #46

Catharine Richardson, Manager III, Store #58

Ronnie Rawls, Manager II, Store #125

**Genevieve Richardson, Manager II, Store
#102**

Justina White, Manager I, Store #56

Russell B. Smitherman, Manager I, Store #102

Ivy Spangler, Sales Associate II, Store #82

Robert Frazier, Manager I, Store #78

Natasha Jones, Manager I, Store #31



Foley High School Underage drinking program

State of Alabama Alcoholic Beverage Control Board Administrator H. Mac Gipson talked with students after the presentation of “Underage, under arrest” program at Foley High School.

Foley High School students were challenged to pledge to be alcohol-free. That challenge was part of the Alabama Alcoholic Beverage Control Board’s initiative, “Under age, under arrest.”

ABC Board Administrator Mac Gipson was joined by clergy, law enforcement and civic leaders in introducing that program at Foley High School. The presentation included the testimony of Mothers Against Drunk Driving member Vickey Lynn, an Orange Beach resident’s son who was killed by a drunk driver in 2005.



The program also focused on the fact that drinking under the age of 21 in Alabama is illegal, as is providing alcohol to anyone underage.

“Adults providing alcohol to anyone under 21 could have one year of jail time,” Gipson said. “There will be zero tolerance.”

The program also touched on the dangers of alcohol poisoning and binge drinking.

“You’ve got plenty of time when you get 21 or older to drink,” Gipson said.

Following the presentation, students had the opportunity to talk one-on-one with those presenting the initiative.

Our deepest sympathies go out to the following on the loss of their loved ones.

Sheila Miller, Manager Store #68 on the loss of her Husband

Donna Paul, SA II, Store #92 on the loss of her Husband

Terri Gwathney, Manager Store #121 on the loss of her Mother



**Store #175, Montgomery Celebrating
St. Patrick's Day**

**Kneeling L-R: Marvin Oden, Paul
Young Manager II**

**Standing L-R: Stan Wray, Derrick
McCloud, Phyllis Missildine,
Stephen Griffin, Manager I
and Tom Olesen**

**Looking Good; Store #175
Employees!**



**Kaylee Downing was chosen
Marion Academy 2014 Prom
Queen Friday April 25, 2014.
Kaylee is the daughter of Mike
Downing manager of ABC Store
#054 in Marion**

Congratulations to Sherri Long, Floater District #11.

**She Graduated from University of West Florida on
May 3, 2014 with a Bachelor Degree in Criminal
Justice.**



Easter Greetings from the Central Office

Lynn Saliba decorated the front entrance of the Central Office to add a little Easter Cheer.

**HAPPY EASTER FROM ALL OF US ABC
CENTRAL OFFICE!**

Easter Decorations



ABC Store 65-Mobile



ABC Store 165-Mt. Vernon



**Store #175— Montgomery—
Decorated by
Phyllis Missildine**



Store #75—Jackson, Alabama

Information Technology

State of Alabama – Policies and Standards

POLICY 623-02: AUTHENTICATION

Users must uniquely identify themselves to a system or network resource and verify that identity with one

or more authentication factors. Authentication factors include something a person *knows* (password,

pass-phrase, PIN, etc.), something a person *has* (token, access card, etc.), or something a person *is*

(biometric such as a fingerprint, retina scan, etc). Information Services Division (ISD) uses two-factor

authentication (2FA), password plus token, for authentication to its major information system points of

entry (i.e. VPN, mainframe/RACF, Outlook Web Access, etc.).

OBJECTIVES:

This policy defines the minimum requirements for authenticated access to State information systems and

provides the requirements for:

- ☐ Password implementation, safeguard, and use
- ☐ Two-factor authentication token implementation, safeguard, and use
- ☐ Biometric authentication implementation and use

SCOPE:

This policy applies to all Executive Branch agencies, boards, and commissions except those exempt

under The Code of Alabama 1975 (Title 41 Chapter 4 Article 11).

Information Technology

RESPONSIBILITIES:

Agency Management, Information Technology Organization:

Identification and Authentication: All organizations operating information systems shall:

- ☐ Ensure information systems uniquely identify and authenticate organizational users (or processes acting on behalf of organizational users).
- ☐ Ensure information systems uniquely identify and authenticate non-organizational users (or processes acting on behalf of non-organizational users).
- ☐ Ensure every user is assigned a unique user identification and authentication mechanism (e.g., user ID and password) so all activities on a system or network are traceable to a specific user.
- ☐ Document system-specific identification and authentication requirements in system operating procedures.
- ☐ Ensure information system users are advised on protecting identifiers and the corresponding authentication mechanisms.

GENERAL SECURITY REQUIREMENTS

The following general security requirements apply to all types of authentication factors and/or processes:

- ☐ Authentication factors must never be shared, cached, stored in any readable form, or kept in locations where unauthorized persons might discover them.
- ☐ Ensure systems obscure feedback of authentication information during the authentication

PASSWORD REQUIREMENTS

PASSWORD POLICY SETTINGS

Enterprise client systems shall be configured by group policy at the domain level.

The following password policy settings control the complexity and lifetime of passwords.

Table: Password Policy Settings

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The following password policy settings control the complexity and lifetime of passwords.

Table: Password Policy Settings

Policy	Setting
Enforce password history	24 passwords remembered
Maximum password age	60 days
Minimum password age	1 day
Minimum password length	8 characters*
Password must meet complexity requirements**	Enabled
Store password using reversible encryption for all users in the domain	Disabled

* For privileged accounts (such as Domain Administrator accounts), the minimum password length is 15

characters (unless covered by two-factor authentication or password vaulting/one-time password).

** Complexity Requirements (Windows): Passwords shall use a combination of upper and lowercase

characters, numbers, and special characters (e.g., punctuation symbols such as ?!@#\$%&*). At least

three of the four character types are required.

Complexity Requirements (RACF): Passwords shall be alphanumeric and shall include at least one of the

following special (National) characters: @ # or \$.

PASSWORD SELECTION

The individual user is responsible for selecting a complex password (or pass-phrase) that is not easily

guessed. Password selection shall comply with the following requirements:

- ☐ Passwords shall not be a word found in a dictionary in any language or any slang in common use (because numerous password-cracking programs exist that can run through millions of possible word combinations in seconds).
- ☐ Passwords shall not be names (do not use names of actors, characters from stories or movies, names from religious text, or names related to the user).
- ☐ Users shall employ different passwords on each of the systems to which they have been granted access (for example, do not use the same password for both RACF and VPN access).

PASSWORD STORAGE AND CONTROL

Passwords shall not be written down nor stored where they can be viewed by others.

Passwords must never be cached. Never use the “Remember Password” feature of any application (e.g.,

Outlook, Outlook Express, or Outlook Web Access) or any web site login.

Passwords must never be stored in readable form in batch files, automatic login scripts, software macros,

terminal function keys, or in computers without access control.

Passwords shall only be stored and transmitted in an encrypted format.

Keep passwords secure and do not share accounts. Do not reveal your account password to anyone or

allow use of your account by others.

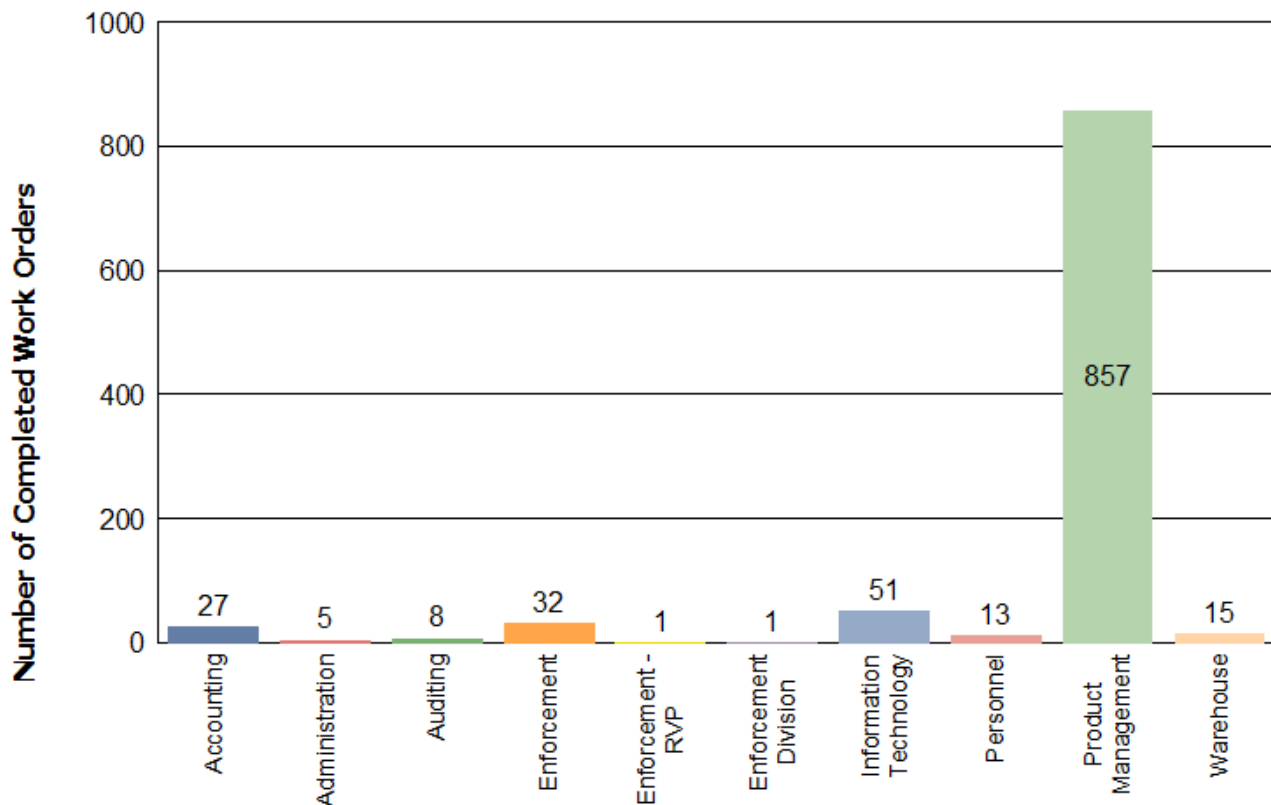
Information Technology

Completed Work Orders by Department

Dates displayed in
Central Daylight Time

From 3/1/2014
To 3/31/2014

4/10/2014 8:11:32AM



RESPONSIBLE VENDOR PROGRAM

Each year the Air Force Base Safety Day Program takes place at either Maxwell or Gunter AFB.

This year's event was held at Maxwell Air Force Base on April 17th, 2014. Compliance Specialists Janice Tibbets, Katrina Hunter and Retired Lt. Lance Price participated in the event.

The Maxwell AFB Safety Day Program was a success with 1,000+ attendees.





Carrot Hummus

Ingredients:

- 1 Cup – Chopped Carrots**
- 1 (15 oz) – Can Garbanzo Beans (Chickpeas), rinsed and drained**
- ¼ cup – Tahini (sesame seed paste)**
- 2 Tablespoons – Lemon Juice**
- 2 Cloves – Garlic, quartered**
- ½ Teaspoon – Ground Cumin**
- ¼ Teaspoon – Salt**
- 2 Tablespoons – Snipped Fresh Parsley**

(Assorted Dippers: Such as toasted Whole Wheat Pita Bread Triangles, Vegetable Sticks and/or Whole-Grain Crackers)

Directions:

In a covered small saucepan cook carrots in a small amount of boiling water for 6 to 8 minutes or until tender, drain. In a food processor combine cooked carrots, garbanzo beans, tahini, lemon juice, garlic, cumin and salt. Cover and process until mixture is smooth. Transfer to a small serving bowl. Stir in parsley. Cover and chill for at least 1 hour or for up to 3 days. If too thick, stir in enough water, 1 teaspoon at a time, until dipping consistency. Serve with assorted dippers. Makes 2 cups.



Chocolate Soy “Egg” Cream Ingredients:

4 Ounces - Plain Low-Fat Soy Milk

2 Tablespoons – Chocolate Syrup

1 ¼ Cups – Seltzer Water

1 – Pretzel Rod (optional)

Directions:

In a Tall Glass, stir together the Soy Milk and Chocolate Syrup. Top with the Seltzer Water; stir. Serve with a Pretzel if desired.

Banana-Oat Cookies

Ingredients:

- 1 – Large Banana,
Mashed (½ cup)**
- ½ cup – Chunky Peanut Butter**
- ½ cup – Honey**
- 1 Teaspoon Vanilla**
- 1 Cup – Rolled Oats**
- ½ cup – Whole Wheat
Flour**
- ¼ cup – Nonfat Dry
Milk Powder**
- 2 Teaspoon – Ground
Cinnamon**
- ¼ Teaspoon – Baking
Soda**
- ⅔ Cup – Dried Cranber-
ries or Raisins**



Directions:

Preheat Oven to 350 degrees. Lightly coat two cookie sheets with cooking spray; set aside. In a large bowl, stir together Banana, Peanut Butter, Honey and Vanilla. In a small bowl, combine Oats, Flour, Milk Powder, Cinnamon, and Baking Soda. Stir the Oat mixture into the Banana mixture until combined. Stir in dried Cranberries or Raisins.

Drop dough by a rounded measuring tablespoon 2 Inches apart on prepared cookie sheet. Flatten dough mounds slightly.

Bake one sheet at a time for 10 to 12 Minutes or until Cookies are lightly browned. Transfer to wire rack to cool completely. Makes about 20 Cookies.

Store in an airtight container or resealable bag up to 3 days or freeze up to 2 months; thaw before serving.

If you would like to have something placed in the Newsletter
please use the following contacts:

Accounting: Pam Vojnovski (pam.vojnovski@abc.alabama.gov)

Auditing: Sissy Harris (sissy.harris@abc.alabma.gov)

Enforcement: Carolyn Burdette
(carolyn.burdette@abc.alabama.gov)

Information Technology: Sylvia Temple
(sylvia.temple@abc.alabama.gov) or
Stephen Mitchell (stephen.mitchell@abc.alabama.gov)

Personnel: Felicia Mosley (Felicia.mosley@abc.alabama.gov)

Product Management: Britney Thames
(britney.thomas@abc.alabama.gov)

Warehouse: Betty Flowers (betty.flowers@abc.alabama.gov)

Stores Central Office and Administrator's Office:

Debra Moore (debra.moore@abc.alabama.gov)
or Jennifer Holton (jennifer.holton@abc.alabama.gov)

Store Personnel should contact their District Supervisor!

**If you have any questions please do not hesitate to
contact me either by phone or email.**

Debra S. Moore

334-260-5425